

FACULTY NEWSLETTER

From the
Dean of Academic Services
and the

Dean of Technical/Occupational Services

October 22, 1990

Vol. 1, No. 3

NEWSLETTER EXPANDS COVERAGE

Beginning with this edition, the coverage of this newsletter will be expanded to include faculty of both the Academic Instructional Division and the Technical/Occupational Instructional Division.

The newsletter will now be published jointly by the Dean of Academic Services and the Dean of Technical/Occupational Services.

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FROM THE SUGGESTION BOX

Marilyn Terry suggested we let you know that a cooperative agreement between the College and the Tuscaloosa Park and Recreation Authority allows Shelton State to use many PARA facilities without paying the customary fees. If you think that--in connection with your official activities here at the college--you might like to take advantage of this provision of the SSCC/PARA agreement, please contact Arthur Howington, Dean of Academic Services.

Ms. Terry also asked whether the college would pay salary and benefits for instructors who teach abroad under the Fulbright teacher exchange program. We do not know the answer to this question at present but will find out and inform you at a later date.

VOICE MAIL BEGINS

The College implemented a new voice mail system. Now, you will get most memos, information items, etc., via Audix. You should have already received from Dr. Umphrey detailed instructions on how the voice mail

system will operate. Each faculty member should check Audix frequently to ensure that all voice mail communications are received on a timely basis.

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NEW STANDARDS OF PROGRESS

In June, the Alabama State Board of Education approved new Standards of Progress and Academic Achievement for the Alabama College System. These new standards mandate significant changes in the way we have been doing things.

The statement of these new standards is quite lengthy. In this issue of the Faculty Newsletter, we will introduce some of the new standards. The rest will be presented in subsequent issues.

First, the general standards of progress now establish required GPA levels for all students according to the number of hours which they have attempted at the institution. They are as follows:

1. Students who have attempted 12-32 credit hours must maintain a 1.5 cumulative GPA.
2. Students who have attempted 33-48 credit hours must maintain a 1.75 cumulative GPA.
3. Students who have attempted 49 or more credit hours must maintain a 2.0 cumulative GPA.

Second, the standards of progress relative to the cumulative GPA are applied as follows:

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 Standards of Progress (continued)

1. When the cumulative GPA is at or above the GPA required for the total number of credit hours attempted, the student's status is CLEAR.

2. When a student's cumulative GPA is below the GPA required for the number of credit hours the student is placed on ACADEMIC WARNING.

3. When the cumulative GPA of a student who is on Academic Warning remains below the GPA required for the total number of credit hours attempted but the quarterly GPA is 2.0 or above, the student remains on Academic Warning.

When the cumulative GPA of a student who is on Academic Warning remains below the GPA required for the total number of credit hours and the quarterly GPA is below 2.0, the student is placed on Academic Probation.

4. When the cumulative GPA of a student who is on Academic Probation remains below the GPA required for the total number of credit hours attempted but the quarterly GPA is 2.0 or above, the student remains on Academic Probation.

When the cumulative GPA of a student who is on Academic Probation remains below the GPA required for the total number of credit hours attempted and the quarterly GPA is below 2.0, the student is suspended for one quarter.

5. The student who is suspended for one quarter may appeal. The student who is readmitted upon appeal re-enters

the institution on Academic Probation.

Likewise, the student who serves a one-quarter academic suspension re-enters the institution on Academic Probation.

6. A student who is on Academic Probation after being suspended for one quarter and whose cumulative GPA falls below the level required for the total number of hours attempted but whose quarterly GPA is 2.0 or above will remain on Academic Probation.

A student who is on Academic Probation after being suspended for one quarter and whose cumulative GPA remains below the level required for the total number of hours attempted and whose quarterly GPA is below 2.0 will be suspended for one calendar year.

7. The student suspended for one calendar year may appeal. If readmitted upon appeal, such student re-enters the institution on Academic Probation. Also, the student who serves the calendar-year suspension re-enters the institution on Academic Probation.

PROCESS FOR APPEAL FOR READMISSION

If a student declares no contest of the facts leading to suspension but simply wishes to request consideration for readmission, the student may submit a request in writing for an "appeal for readmission" to the Admissions Committee within a designated, published number of days of receipt of the notice of suspension. During the meeting of the Admissions Committee, which shall not be considered a "due process" hearing but rather a petition for readmission, the student shall be

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Process for Appeal for Readmission
(continued):

given an opportunity to present a rationale and/or statement of mitigating circumstances in support of immediate readmission. The decision of the Admissions Committee, together with the materials presented by the student, shall be placed in the official records of the college. Additionally, a copy of the written decision shall be provided to the student. Equity, reasonableness, and consistency should be the standards by which such decisions are measured.

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A REMINDER CHEMICAL ABUSE TRAINING PROGRAM

You have already received a voice mail memo regarding the final chemical abuse training session scheduled by the College in its efforts to satisfy the requirements of the Drug Free Workplace Act. This training session is set for Friday, October 26th, 9:00-11:00 a.m., in Room 120 on the Skyland Campus.

To reiterate the Audix message: if you have not attended a previous training program, you must go to this one.

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PLATO TO BE DEMONSTRATED

On November 2nd, Ms. Linda Vinsanau will be at the College to demonstrate the capabilities of Plato. Plato is a computer-based instruction system with curriculum in developmental studies and in advanced studies in selected areas such as mathematics, physics, and chemistry.

Ms. Vinsanau will be on the Skyland Campus at 9:00 a.m. in the auditorium. If you are interested and would like to participate in this

demonstration, please notify Ms. Betty Walker, ext. 2204, by October 31st.

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TELEVISED CLASSROOMS FROM TITLE III

As a part of the current Title III project, two classrooms at Shelton State are being linked by television. The classrooms involved are Room 311 on the Skyland Campus and the classroom adjacent to the library on the 15th Street Campus.

The instructor will be located in Room 311 and will be able to see the students on 15th Street on a TV monitor. The students on 15th street will see the instructor and the students on Skyland via TV monitors.

The linkage will be interactive. Both classrooms will be equipped with microphones placed in close proximity to all participants. All students will be able to hear the instructor, of course. The instructor will be able to hear all the students, and when students at either location raise questions, make comments, etc., they will be heard by students at the other location.

It is hoped that these new classrooms will be in operation for the forthcoming winter quarter.

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SHELTON FACULTY ON STATEWIDE COURSE DIRECTORY DISCIPLINE COMMITTEES

Recently, the Chancellor has appointed committees for each discipline included, or likely to be included, in the Course Directory. The purpose of these discipline committees is to assist the Common Course Directory Revision Committee in its efforts to keep the Course Directory up-to-date.

Several members of Shelton's faculty and staff have been appointed to serve on these discipline committees.

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Course Discipline Committees (continued)

They, and their committees, are as follows:

<u>Discipline</u>	<u>Shelton Faculty</u>
Psychology	Randy Jarrell
Art	Bethany Engle
Biology	Rosemary Blethen
Chemistry	Lee Albritton
Child Development	Allen Mallory
Criminal Justice	Matt Devaney
English	Jim Jolly
Fire Science	Bill Langston
Spanish	Marilyn Terry
Library Science	Debbie Grimes
Nursing	Mary Ann Pearson
Reading	Fran Turner
Speech	Linda Grote

ACA registration forms are available in the offices of the President, the Dean of Academic Services, and the Dean of Technical/Occupational Services.

If travel funds are not available in the budget to cover your travel, you still will be permitted to attend the convention. However, you must do so at your own expense.

NEW POLICY ON EMERGENCY LEAVE

The President has adopted a new policy for emergency leave for employees on Salary Schedules A, B, C, E, and H. In the next few days, faculty will probably hear this policy being discussed.

ACA CONVENTION

REGISTRATION INFORMATION

The annual ACA convention will be November 19-20, 1990, at the Jefferson County Civic Center in Birmingham. Any employee who wishes to attend this meeting will be permitted to do so, travel funds permitting.

That caveat regarding travel money means simply that funds must be in the budget to cover the travel of each employee who wishes to participate in the ACA convention.

As in years past, the College has made arrangements to pay the convention registration fee "up-front" for each Shelton attendee. In order to take advantage of this provision, you must have given a completed registration form to Margaret Hinton in the President's Office on the Skyland Campus by the close of business on November 5. Otherwise, if you attend the convention, you will have to pay the registration fee yourself and then be reimbursed through the normal travel reimbursement procedures.

PLEASE NOTE: faculty do not have emergency leave. The ASBE policy which expanded to five the number of personal leave days for faculty also limited emergency leave to employees on the salary schedules listed above. The new emergency leave policy does not apply to faculty.

PRESIDENT APPOINTS COORDINATOR OF COLLEGE GIFTS

President Umphrey has designated Rick Rogers to serve as Coordinator of College Gifts for Shelton State. Any money or item donated to the College must be reported to Rick. Also, you should be aware that any item worth over \$100.00 at current value when donated to the College must be put on the college inventory.

TRAINING FOR REGISTRATION

The College will begin training personnel as "relief" computer operators during registration. If you wish to serve in this important capacity and be trained to do so, please contact Humphrey Lee, Dean of Students, immediately.